



Policy for Identifying Problem Gamblers

Statement on How the Venue Proposes
to Minimise the Risk of Problem
and Underage Gambling

Venue Policy for Identifying Problem Gamblers

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1. A problem gambler is a person whose gambling causes harm or may cause harm.
Harm –
 - a. Means harm or distress of any kind arising from, or caused or exacerbated by, a person's gambling; and
 - b. Includes personal, social, or economic harm suffered –
 - i. By the person; or
 - ii. The person's spouse, partner, family, whānau, or wider community; or
 - iii. In the workplace; or
 - iv. By society at large.
2. Problem gambling can be described as occasional or regular gambling to excess to the extent that it leads to problems in other areas of life, particularly with finances and inter-personal relationships. These problems range from minor ones involving, for example, arguments with the family over gambling expenditure, to problems involving a compulsive addiction to gambling resulting in major financial or inter-personal difficulties.
3. The venue manager and venue personnel who supervise gambling in the course of their duties participate in training to keep up to date with procedures for identifying problem gamblers and the problem gambler intervention process. A summary of the training requirements is included in the attached schedule.
4. The training is provided by NZCT or NZCT's representative. Training must be provided to venue staff before they first start supervising gambling in the course of their duties at the venue (induction training is required for new staff). Training must be provided at least once a year.
5. A person who has received problem gambling awareness training must be present at the venue at all times when gambling activities are available to players.
6. A person may be identified as a potential problem gambler if three or more different general signs of problem gambling are observed. While one sign may not indicate a problem, a cluster of different signs may.
7. The general signs are:
 - a. Withdrawing, or attempting to withdraw, cash from an automatic teller machine or EFTPOS on two or more occasions in one day to use for gambling at the venue;
 - b. Gambling during nine or more consecutive gambling area sweeps;
 - c. Waiting to gamble as soon as the venue opens;
 - d. Refusing to stop gambling at the venue when the venue is closing, or otherwise appearing unable to stop gambling; and
 - e. Appearing visibly distressed or angry either during or after gambling (for example, crying, holding their head in their hands, or hitting a machine).
8. A person may be identified as a potential problem gambler if any one of the following strong signs are present:
 - a. Attempting to borrow money from venue personnel or other venue customers to use for gambling; and
 - b. Leaving children in a car or otherwise unattended at the venue.

Schedule – Harm Minimisation Training Content

The training must enable the venue manager and venue personnel to —

- a. Approach a player whom the venue manager or venue personnel have reasonable grounds to believe may be experiencing difficulties relating to gambling;
- b. Provide information to a player about the characteristics of problem gambling (including recognised signs of problem gambling);
- c. Provide information to a player about the potential dangers of problem gambling;
- d. Provide information to a player about how to access problem gambling services;
- e. Remind a player that the venue manager or a person acting on the manager’s behalf may identify a person they have reasonable grounds to believe is a problem gambler and exclude the player from the gambling area of the venue for up to two years;
- f. Remind a player that they can identify themselves as a problem gambler and request that the venue manager or a person acting on the manager’s behalf exclude them from the gambling area of the venue for up to two years; and
- g. Monitor for signs of harm, including through conducting sweeps.

The training must also—

- a. Include practical and interactive sessions on—
 - ii. Interacting with players to gain familiarity and build rapport with them;
 - iii. Initiating conversations with a player who may be experiencing harm;
 - iv. How to interact with a player who is distressed or agitated; and
 - v. How venue personnel can support problem gamblers through the exclusion process, including how to start conversations with players about the exclusion process and how players can access multivenue exclusion.
- b. Include the following information:
 - i. Information about identifying the signs of harm;
 - ii. Basic information about how gaming machines work, including why they can be addictive;
 - iii. First-hand accounts (which may be pre-recorded) from people who have experienced or been affected by harm;
 - iv. Information about the types of harm;
 - v. Information about local and national problem gambling services and other organisations that can provide support to people affected by harm;
 - vi. Information about what resources are available to support venue managers or venue personnel to help prevent and minimise harm; and
 - vii. The procedure for self-exclusion and venue-initiated exclusion, including when it is appropriate for the venue manager or a person acting on their behalf to consider excluding an individual.
- c. Guidance on the following matters:
 - i. How to maintain records to ensure that information is retained so that actual or potential problem gamblers can be identified, and obligations under the Privacy Act 2020 can be complied with; and
 - ii. How to conduct sweeps.

Venue Statement on How the Venue Proposes to Minimise the Risk of Problem and Underage Gambling at the Venue

Problem Gambling Prevention

1. Brochures and notices are displayed in the gaming area. The brochures and notices inform players about the hazards of gambling, encourage players not to spend more than they can afford, and set out information on assistance for gambling problems. The brochures include information about the odds of winning, such as “You might sometimes have a win but, if you keep playing, you are likely to lose all the money you put in”. The brochures also include information on the characteristics of problem gambling (including recognised signs of problem gambling). The notices include a statement that the venue has a problem gambling policy and that a copy of the policy will be made available on request.
2. The gaming machines operated do not have banknote acceptors that accept notes higher than \$20.00 in denomination.
3. A clock is located on each gaming machine screen.
4. Credit is not provided by the venue for the purpose of gambling.
5. The venue staff will prevent customers showing signs of intoxication from playing the gaming machines and will request that they leave the premises if necessary.
6. No syndicate play is permitted.
7. Automatic teller machines available in the venue must be in the line of sight of staff at the main bar area of the venue or, if the venue does not have a bar area, the main customer service area of the venue.
8. If the venue licence has a defined gaming area, the gaming machines must not be visible from outside the venue (except intermittently when an external door is in use).

Sweeps

9. Sweeps of the gambling area must be conducted at least three times per hour while the gambling area is operating, with each sweep being at least 10 minutes after the previous sweep.
10. When conducting a sweep, the venue personnel must take all reasonable steps to identify whether any player has been gambling during nine or more consecutive sweeps.
11. A sweep is not required if the personnel can verify through other means (e.g., CCTV) that the gambling area is unoccupied by players.

Sweep Records

12. The following information must be recorded:
 - a. The name or ID of the venue personnel who conducted the sweep;
 - b. The date and time that the venue personnel conducted the sweep;
 - c. How many players were present in the gambling area during the sweep;

- d. Evidence of the steps taken by the venue personnel to monitor and identify whether players have been gambling during consecutive gambling area sweeps; and
- e. If a gambling area sweep is not conducted because venue personnel could verify through other means that the gambling area was unoccupied by players, a record must be provided showing:
 - i. The method by which venue personnel verified that the gambling area was unoccupied by players; and
 - ii. The date and time that the gambling area sweep was not conducted.

Conversation Requirement

13. After identifying that a player is exhibiting one or more of the signs of harm, a conversation must be had with that player to assist with identifying whether the player is a problem gambler.

Records of Signs of Harm Identified

14. When a sign of harm is identified, the following information must be recorded:
 - a. The name of the venue personnel who identified the sign of harm;
 - b. The date and time that the venue personnel identified the sign of harm;
 - c. Information that would help venue personnel to identify a player who displayed the sign of harm (for example, their name, if known, or a general description of their appearance);
 - d. Which sign of harm was identified;
 - e. The name of the venue personnel who had the required conversation with the player;
 - f. The date and time that the venue personnel talked to the player;
 - g. A summary of the conversation with the player; and
 - h. Any further action taken in respect of the player.
15. The venue manager must review, or ensure that a person reviews on their behalf, the records for at least the previous seven days, at least once each week, to—
 - a. Assess whether the venue personnel have taken appropriate action following the identification of one or more signs of harm in a player;
 - b. Assess whether further action is required in respect of a player; and
 - c. Determine whether there are any players whom the venue manager, or the person acting on their behalf, has reasonable grounds to believe are problem gamblers.
16. The venue manager, or the person acting on their behalf, after reviewing the records, must record:
 - a. The date of the review; and
 - b. Any further action taken as a result of the review.
17. The venue operator must ensure that the information recorded is retained for a period of three years after the date on which it was recorded.
18. The record keeping process may be automated in part via the record keeping functionality in the QEC terminal.

Approaching a Player

19. If venue staff have noticed three or more different general signs in a gambling customer, then it should be escalated to the strong signs approach.
20. If three or more different general signs are observed, or one strong sign is observed, the venue manager should approach the person. The venue manager should approach the person in a polite manner and ask to speak to them privately, in a separate area. The person should at all times be treated with respect, sensitivity, and a willingness to help. The venue manager should then:
 - a. Offer information or advice to the person about problem gambling; and
 - b. Explain the self-exclusion procedure, including reminding the player that under the Gambling Act 2003:
 - iii. A player can “self-identify” as a problem gambler and ask the venue to exclude them from the gambling area for up to two years; and
 - iv. Management has the right to identify a person they believe is a problem gambler, and ban them from the gambling area for up to two years.
21. The above information or advice may be provided in written format and complemented by an oral discussion (if it is safe for the venue staff member to do so). For example, the person could be provided with a problem gambling pamphlet and/or provided with a letter that sets out the dangers and characteristics of problem gambling, along with details on how to access the problem gambling services.

Exclusion Orders

22. Exclusion orders must be issued to self-identified problem gamblers. The exclusion order forms are kept in a folder at the bar. An exclusion order can also be issued directly from the QEC screen via the Person of Interest tab.
23. In addition to the above, the venue manager, or a person acting on behalf of the venue manager, may, after offering advice or information to a person who is an actual or potential problem gambler, issue an exclusion order to the person.
24. The venue manager, or person acting on behalf of the venue manager, has a duty to assist a gambler if ongoing concern exists. If a person is approached and provided with information or advice, the person will continue to be monitored by venue staff. If the person’s ongoing gambling or other behaviour is such that there are reasonable grounds to believe the person is a problem gambler, the person will be approached again and provided further information about problem gambling and, if appropriate, issued with an exclusion order.
25. Only the venue manager or person acting on behalf of the venue manager may issue exclusion orders. However, if a person requests to be excluded, the self-exclusion request should be actioned immediately by the most senior member of staff at the venue, if the venue manager is not immediately available. The venue manager gives their authorisation for self-exclusion requests to be actioned by other venue staff.
26. Unless the venue manager has good reason to issue an exclusion order for a lesser period, the exclusion period specified in the order will be a minimum of three months. Once issued, the exclusion order cannot be revoked, rescinded, or withdrawn.
27. The venue manager, or person acting on behalf of the venue manager, may refuse to issue an exclusion order if the person requesting the exclusion order fails or refuses to comply with a request to:
 - a. Provide the person’s name and date of birth; and
 - b. Either provide a recent photograph of the person or consent to a photograph of him or her being taken.
28. It is also permissible to refuse to issue an exclusion order if the photograph provided is of poor quality.
29. Venue staff must remove excluded persons who attempt to re-enter the gambling area. Failure to remove an excluded person is a criminal offence punishable by a fine of up to \$5,000.00.

Multi-Venue Exclusion Order Requests

30. When a multi-venue exclusion order request is received (an MVE request), the venue manager (or person authorised by the venue manager) should immediately:
 - a. Complete an exclusion order (the MVE request is not itself an exclusion order);
 - b. Return the exclusion order to the MVE co-ordinator;
 - c. Advise the staff of the new exclusion; and
 - d. Forward a copy of the exclusion order to NZCT.
31. This MVE process may be automated via the Person of Interest functionality in the QEC terminal.

Minimising Risk of Underage Gambling

32. All gaming machines are located in a separate, defined area.
33. The gaming area is under frequent supervision by the venue staff.
34. The gaming area has a sign advising that it is an offence for persons under 18 years of age to play gaming machines.
35. Any individual who looks 21 years of age or under enters the gaming area they will be requested by staff to show photo identification to verify their age.
36. Any person who fails or refuses to provide photo identification will be asked to leave the gaming area and not re-enter the gaming area. The photo identification must be one of the following:
 - a. Valid, current Passport; or
 - b. New Zealand Photo Driver's Licence; or
 - c. Kiwi Access Card; or
 - d. Hospitality NZ 18+ Card.
37. Prize money will not be paid to any person who looks under 21 years of age and refuses to produce photo identification confirming that they are 18 years of age or older. The prize money will be held along with details of the individual's name, address, and the date the prize was won. The prize will be held for seven days and paid to the individual if photo identification is provided confirming that the individual is 18 years of age or older. If suitable identification is not provided within seven days, then the funds will be banked into NZCT's gaming account.

Timing

38. The general problem gambling sign "withdrawing, or attempting to withdraw, cash from an automatic teller machine or EFTPOS on two or more occasions in one day to use for gambling at the venue" is applicable from 1 September 2023.
39. The expanded training content as set out in the schedule is applicable from 1 September 2023.
40. The requirements regarding ATMs, gaming machines not being visible from outside the venue, sweeps, sweep records, having a conversation with a player who is exhibiting signs of harm, and record keeping, are applicable from 1 December 2023.
41. Pending the above new provisions being applicable, the similar/equivalent provisions in the prior policy/statement shall remain in effect and adhered to.

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